

MINUTES
**TRANSPORTATION ASSET MANAGEMENT COUNCIL
BRIDGE COMMITTEE MEETING**

August 23, 2018 at 2:00 p.m. – 4:00 p.m.
Aeronautics Building, 2nd Floor, Commission Conference Room
2700 Port Lansing Road
Lansing, Michigan

**** Frequently Used Acronyms List attached.**

Committee Member:

Wayne Harrall, KCRC, via Telephone
Bill McEntee, CRA, via Telephone
Brian Vilmont, Prein & Newhof

Joanna Johnson, RCKC/CRA, via Telephone
Gary Mekjian, MML, via Telephone
Brad Wieferich, MDOT

Support Staff:

Roger Belknap, MDOT
Tim Colling, MTU, via Telephone
Peter Meingast, MTU, via Telephone
Gloria Strong, MDOT

Scott Bershing, MTU
Chris Gilbertson, MTU
Josh Ross, DTMB/CSS

Members Absent:

Keith Cooper, MDOT – Vice-Chair
Don Disselkoen, MAC

Rebecca Curtis, MDOT – Chair
Al Halbeisen, OHM Advisors

Public Present:

None

1. Welcome - Call-To-Order - Introductions:

The meeting was called-to-order at 2:06 p.m.. Everyone present was introduced. Brad Weiferich chaired the meeting in absence of Rebecca Curtis, Chair, and Keith Cooper, Vice Chair.

2. Public Comments on Non-Agenda Items:

None

3. Additions or Deletions of Agenda Items:

None

4. Consent Agenda (Action Item):

4.1. - Approval of the July 26, 2018 Meeting Minutes (Attachment 1)

Motion: W. Harrall made a motion to approve the July 26, 2018 meeting minutes; J. Johnson seconded the motion. The motion was approved by all members present.

4.2. – TAMC October 23, 2018 Fall Conference, Ramada Inn of Marquette

The TAMC Fall Conference will be held October 23, 2018, in Marquette. Presenters are being lined up. R. Belknap is working on getting the Save-the-Date created and distributed.

5. Update Items:

5.1. – FY 2018 TAMC Pilot Project for Culvert Data Collection

5.1.1.–Culvert Pilot Project Draft Report– C. Gilbertson/S. Bershing (Attachment 3)

A copy of the draft Culvert Pilot Project Report was shared with the committee. The report was reviewed, and modifications were noted by MTU, and will be updated and re-submitted to the committee for another review and approval of the modified draft to go on to the full Council on September 5, 2018. It was noted that photographs will be added into the final report. MTU tried to encompass everything that was done for the project into the report. It was decided to place bullet points in the Executive Summary and then place supporting documentation behind it. MTU will use the five (5) bullets on page 13 of their report for the Executive Summary and just answer them in order in the report. MTU will add the disclaimer that is on page iii, to the actual graph on page 52 of the report. They will add that the material types that have been in use longer probably have more damage and TAMC makes no analysis based on material type. MTU will also make a recommendation in the summary that all agencies should use a standardized format, such as Roadsoft with specific fields, so that it will be easy to merge the data together. It is also felt that culverts should be inspected once every five (5) years. The minimum life expectancy of a culvert is 50 years. Given the larger consequence of damage on larger culverts, it is recommended an increase of inspections for the larger culverts.

5.1.2. – Status of Invoices and Project Budget Update – R. Belknap (Attachment 2)

A couple of agencies have submitted their complete cost invoice for the project. Others are submitting part of their costs. More invoices are expected to be submitted in the coming weeks. J. Johnson will be sending Therese Empie, Michigan Governor's Office, a request to use the left-over funding next fiscal year for culvert inspections. She will check to see if TAMC will encumber the funds. Currently, it is TAMC's understanding that TAMC will not be able to roll those funds into the 2019 budget.

B. McEntee raised a few questions that he feels are important that TAMC look at in the future such as, how many culverts were inspected during the pilot vs. how many did the agencies guess they had vs. how many they actually discovered that they had. He also feels that TAMC needs to find a way to keep the culvert inventory current.

J. Johnson wants to make sure that the full Council receives the September 5, 2018 meeting packet no later than August 31, 2018. MTU will send the report to R. Belknap and he will place it out on Sharepoint. For those that cannot get to Sharepoint, MTU will send a link for R. Belknap to send out to get to the report.

Motion: J. Johnson made a motion to approve the draft Culvert Pilot Project Report with amendments as noted today. The amended draft will be forwarded to the full Council and discussed at the September 5, 2018 TAMC meeting for their review and amendments, if necessary, to create the final draft report. Any additional changes after the September 5, 2018, meeting will be made as needed, and the report will be reviewed and finalized at the September 17, 2018 Bridge Committee meeting.

5.2. – “The Bridge” Newsletter Article/TAMC Culvert Pilot Project Report – C. Gilbertson

C. Gilbertson and S. Bershing will do the article for the next “The Bridge” Newsletter. They will do the article on the Culvert Pilot Project and use the Executive Summary for the article and add a few interviews.

5.3. – September 17, 2018 Bridge Committee – Meeting or Conference Call?

It needs to be decided whether or not to hold an actual meeting or do a conference call for the September 17, 2018 Bridge Committee meeting. It will depend on the outcome of the September 5, 2018 TAMC full Council meeting. It was decided to leave it on everyone's calendar to meet until after the September 5, 2018 Council meeting.

6. Public Comments:

None

7. Member Comments:

Data sharing agreements need to be reviewed and decisions need to be made on who can have access to the culvert data. The ACE Committee is working on a policy. In the meantime, the requester of the data can FOIA the actual agency that they need the information from.

Many compliments were given to MTU staff for doing a great job on the draft Culvert Pilot Project Report.

8. Adjournment:

The meeting adjourned at 4:16 p.m. The next meeting will be held September 17, 2018, at 2:00 p.m.-4:00 p.m., MDOT Aeronautics Building, 2nd Floor Commission Conference Room, Lansing.

FREQUENTLY USED ACRONYMS:	
AASHTO	AMERICAN ASSOCIATION OF STATE HIGHWAY AND TRANSPORTATION OFFICIALS
ACE	ADMINISTRATION, COMMUNICATION, AND EDUCATION (TAMC COMMITTEE)
ACT-51	PUBLIC ACT 51 OF 1951-DEFINITION: A CLASSIFICATION SYTEM DESIGNED TO DISTRIBUTE MICHIGAN'S ACT 51 FUNDS. A ROADWAY MUST BE CLASSIFIED ON THE ACT 51 LIST TO RECEIVE STATE MONEY.
ADARS	ACT 51 DISTRIBUTION AND REPORTING SYSTEM
BTP	BUREAU OF TRANSPORTATION PLANNING (MDOT)
CRA	COUNTY ROAD ASSOCIATION (OF MICHIGAN)
CSD	CONTRACT SERVICES DIVISION (MDOT)
CSS	CENTER FOR SHARED SOLUTIONS
DI	DISTRESS INDEX
FAST	FIXING AMERICA'S SURFACE TRANSPORTATION ACT
FHWA	FEDERAL HIGHWAY ADMINISTRATION
FOD	FINANCIAL OPERATIONS DIVISION (MDOT)
FY	FISCAL YEAR
GLS REGION V	GENESEE-LAPEER-SHIAWASSEE REGION V PLANNING AND DEVELOPMENT COMMISSION
GVMC	GRAND VALLEY METRO COUNCIL
HPMS	HIGHWAY PERFORMANCE MONITORING SYSTEM
IBR	INVENTORY BASED RATING
IRI	INTERNATIONAL ROUGHNESS INDEX
IRT	INVESTMENT REPORTING TOOL
KATS	KALAMAZOO AREA TRANSPORTATION STUDY
KCRC	KENT COUNTY ROAD COMMISSION
LDC	LAPTOP DATA COLLECTORS
LTAP	LOCAL TECHNICAL ASSISTANCE PROGRAM

MAC	MICHIGAN ASSOCIATION OF COUNTIES
MAP-21	MOVING AHEAD FOR PROGRESS IN THE 21 ST CENTURY (ACT)
MAR	MICHIGAN ASSOCIATION OF REGIONS
MDOT	MICHIGAN DEPARTMENT OF TRANSPORTATION
MDTMB	MICHIGAN DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET
MITA	MICHIGAN INFRASTRUCTURE AND TRANSPORTATION ASSOCIATION
MML	MICHIGAN MUNICIPAL LEAGUE
MPO	METROPOLITAN PLANNING ORGANIZATION
MTA	MICHIGAN TOWNSHIPS ASSOCIATION
MTF	MICHIGAN TRANSPORTATION FUNDS
MTPA	MICHIGAN TRANSPORTATION PLANNING ASSOCIATION
MTU	MICHIGAN TECHNOLOGICAL UNIVERSITY
NBI	NATIONAL BRIDGE INVENTORY
NBIS	NATIONAL BRIDGE INSPECTION STANDARDS
NFA	NON-FEDERAL AID
NFC	NATIONAL FUNCTIONAL CLASSIFICATION
NHS	NATIONAL HIGHWAY SYSTEM
PASER	PAVEMENT SURFACE EVALUATION AND RATING
PNFA	PAVED NON-FEDERAL AID
PWA	PUBLIC WORKS ASSOCIATION
QA/QC	QUALITY ASSURANCE/QUALITY CONTROL
RCKC	ROAD COMMISSION OF KALAMAZOO COUNTY
ROW	RIGHT-OF-WAY
RPA	REGIONAL PLANNING AGENCY
RPO	REGIONAL PLANNING ORGANIZATION
SEMCOG	SOUTHEAST MICHIGAN COUNCIL OF GOVERNMENTS
STC	STATE TRANSPORTATION COMMISSION
STP	STATE TRANSPORTATION PROGRAM
TAMC	TRANSPORTATION ASSET MANAGEMENT COUNCIL
TAMCSD	TRANSPORTATION ASSET MANAGEMENT COUNCIL SUPPORT DIVISION
TAMP	TRANSPORTATION ASSET MANAGEMENT PLAN
TPM	TRANSPORTATION PERFORMANCE MEASURES
UWP	UNIFIED WORK PROGRAM

S:/GLORIASTRONG/TAMC FREQUENTLY USED ACRONYMS.03.08.2017.GMS